**Faculty Assembly Executive Council Meeting Minutes**

Friday, 09/27/2021, 12:30 p.m. – 1:20 p.m.

Open Public Zoom Meeting

***Present:*** *Chair Turan Kayaoglu, Vice Chair Menaka Abraham, FAC Chair Sharon Laing, APCC Chair Julie Masura, Jose Rios (Filling in for Kathy Beaudoin Autumn 2021), Monika Sobolewska, Jim West, Barb Toews, Katie Haerling, Rupinder Jindal, Arindam Tripathy, Anne Taufen (Filling in for Anaid Yerena 2021-22), Sushil Oswal, Julie Eaton, Jacob Martens, Amanda Sesko, Randy Nichols, Mary Hanneman .* ***Excused****: Marisa Petrich, APT Chair Marian Harris, Interim EVCAA Ali Modarres* ***Guests:*** *Darcy Janzen (Director of Digital Learning)* ***Program Coordinator:*** *Andrew Seibert*

1. **Approval of Agenda, Meeting Minutes, Permission to Record**
   * Agenda was approved and recording permission was granted by the Council. Recording the meeting is for minutes purposes only and gets automatically discarded through the Zoom cloud server.
     + Approval of 05/28/2021 Meeting Minutes
       - No edits were requested by Executive Council
       - Minutes stand approved as written
         * Abstentions: 3
     + Approval of 06/07/2021 Meeting Minutes
       - No edits were requested by Executive Council
       - Minutes stand approved as written.
         * Abstentions: 4
2. **Welcome and Introductions**
   * Land acknowledgement.
3. **Introduction to Program Coordinator- Faculty Assembly Leadership (Andrew Seibert)**
   * The Program Coordinator welcomed all new Executive Council members.
   * The Program Coordinator to Faculty Assembly Leadership helps some of the following:
     + Chair and Vice Chair of Faculty Assembly (Executive Council)
     + Appointment, Promotion, and Tenure Committee and Faculty Affairs Committee
       - Administrative Support
     + Academic Policy and Curriculum Committee
       - Administrative support and one of few campus experts on Curriculum at UW Tacoma
       - Attends UW Curriculum Committee meetings
     + Schedule rooms for Standing Committee meetings
     + Attend Administrators/EVCAA/Academic HR meetings as the connection to Faculty Assembly
     + Document any important information/minutes
     + Typically revises website when possible
     + Program Coordinator follows a non-exempt role and stops at 5:00 p.m.
   * The Chair of Faculty Assembly requested that if there is any positive feedback or concerns with the Program Coordinator to please contact the Chair of Faculty Assembly Leadership.
4. **Faculty Assembly Chair’s Report**
   * The Chair of Faculty Assembly reported on the following topics
     + There was a discussion of the departure of the Past Chair
     + New Faculty Orientation
       - The Chair of Faculty Assembly shared a screenshot of the 2021-22 Virtual New Faculty Orientation. 20 New Faculty were virtually welcomed on campus.
         * Chair expressed the excitement about the new faculty and shared concerns about problems in faculty mentoring and retention at the campus.
     + Faculty Assembly Charge Letter for Standing Committees
       - Chair of Faculty Assembly Leadership is working on a Annual Charge letter for each standing Committee of Action items for each Standing Committee (Faculty Affairs. Academic Policy & Curriculum, and Appointment, Promotion and Tenure Committees) to bring clarity and transparency for the Committee work. These letters will be brought through the Executive Council for deliberation and approval
     + Fall Retreat
       - Faculty Assembly will have the Fall Retreat on Friday, October 1, 2021 from 1:00-4:30. The Chancellor and Vice Chancellor will present, and a Title IX training by Paige Sechrest, Title IX Coordinator. Please encourage your Faculty colleagues to attend.
     + Faculty Assembly and Staff Association COVID-19 Relief Fund
       - Faculty Assembly continues to work with the Staff association on the $100,000 reservation for Faculty and Staff
5. **Discussion and Possible Action: Application of DL/Hybrid Policy in Fall (One time Waiver)**
   * This action item was sent to Faculty Assembly Leadership from a representative in Executive Council. The representative gave the following justification:
     + Given the COVID-19 remote transition, any Faculty should be allowed to teach their courses online for Autumn 2021 and use it as a stepping stone to receive iTech fellow certification.
     + Concerns over someone receiving a Positive COVID-19 test disrupting Faculty from teaching their courses
   * Key discussion points
     + Some Faculty are pushing back saying that teaching a course from the remote learning portion of the COVID-19 Pandemic is not equivalent to iTech fellows certification.
       - 40% of a class can go in an alternate format as needed
   * Motion
     + A motion was made by Rupinder Jindal for Faculty to teach online or hybrid courses without identification for Autumn 2021. Motion moved by Monika Sobolewska, seconded by Arindam Tripathy.
       - In-motion Discussion
         * A representative had asked for clarification whether there are some faculty who are scheduled to teach online who do not meet the iTech fellow requirements.

The Faculty member that brought it to the attention of the Executive Council representative had concerns of transitioning to in-person learning and did not disclose the reasoning with the representative

* + - * + Darcy Janzen, Director of Digital Learning was hesitant to change this with in-person teaching scheduled to resume in 2 days. She also noted that there is a process in place if a Faculty Member comes into an emergency situation or needs a contingency to approach their Dean and EVCAA for an exception to the policy. 49% of UWT Faculty are certified as iTech fellows.
        + A representative shared their current situation that their classes had to be picked up by 2 Faculty who are not certified in the iTech fellows program because they were diagnosed with an illness. Because of this, this representative supports this motion.
        + A representative asked how often the iTech fellows program is offered.

Darcy Janzen disclosed that this program is offered quarterly. Synchronous sessions were offered. They are offered now with completion in the winter if a Faculty would like to start the process. The Office of Digital Learning is also willing to work with departments to arrange cohorts.

* + - * ***Vote:*** *4 yes, 9 no, 1 abstention*
        + This motion was not approved by the Executive Council.

1. **Adjournment**
   * Meeting was adjourned at 1:25 p.m.
     + Next meeting: October 8, 2021, Zoom